

**The Kentucky Board of Licensure for**  
**Marriage and Family Therapists**  
**May 28, 2015**  
**Minutes**

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The regular scheduled meeting of the Kentucky Board of Licensure of Marriage and Family Therapists was held at the Office of Occupations and Professions, 911 Leawood Drive, Frankfort, Kentucky on May 28, 2015.

**Board Members Present:**

Ms. Mary Badami, Chair  
Ms. Jane Prouty  
Ms. Carolyn Miller-Cooper  
Ms. Karen Westbrook  
Ms. Mary Ellen Yates  
Ms. Marie Ruf

**Occupations and Professions:**

Amy Parker, Board Administrator  
Gordon Slone, Executive Director

**Office of the Attorney General**

Michael Head, Board Attorney

**Board Members Absent:**

Mr. Brien Hill

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The May 28, 2015 meeting was called to order by Board Chair, Mary Badami at 1:01 p.m.

The Board reviewed minutes from the April 23, 2015 Board meeting. Mary Ellen Yates motioned to approve the minutes with amendments. Marie Ruf seconded the motion and it carried unanimously.

The Board reviewed the FY15 Monthly Financial Reports for July 1, 2014 through April 30, 2015. The Board inquired whether the investigator fees could be listed by case number and income by case number. Amy Parker will report back at the next meeting.

**O&P Report**

Gordon Slone advised the Board of the updates to the phone system and new direct phone numbers for the Board Administrators as well as the continued option of dialing the main number and transferring to the Administrator.

Mr. Slone updated the Board on the personnel changes at O&P. There will be a new Board Administrator filling Vickie Logan's position effective May 1st and two more vacancies to be filled by June 1st.

Mr. Slone also discussed the "Financial Report Cheat Sheet." The information provided should help board members understand and interpret the Financial Report.

Mr. Slone reminded the Board to continue to contact him regarding Board appointments and upcoming expirations.

### **Old Business**

Responses to all correspondence completed following the last Board meeting held on April 23, 2015 is indicated by the name and "Complete." Items that were tabled from the last meeting and discussed with action taken today are reported below:

#### **a. Board Member Reports/Tasks -**

- 1) CEU fee – This item was tabled and will be discussed at the Board's upcoming work day.
  - 2) Exam – Handouts were discussed and changes will be further reviewed at the upcoming work day.
  - 3) Suicide Training – This will be discussed further along with the continuing education regulation changes at the upcoming work day.
  - 4) Board Organization – This item was tabled and will be discussed at the June meeting.
  - 5) Supervisor Regulation Amendment – The revised handout for 201 KAR 32:035 Section 2(2), previously approved was reviewed. Marie Ruf motioned to submit the regulation change and emergency regulation to LRC. Mary Ellen Yates seconded the motion and it carried unanimously.
- b.** Follow-Up to Robin Boulton – Response Sent
- c.** Follow-Up to Amanda Bommer-Villaveces – Response Sent
- d.** Follow-Up to Jennifer Hoertz – Response Sent
- e.** Follow-Up to Loren Townsend – Response Sent
- f.** Follow-Up to Allison Leggin – Approved and Responses Sent
- g.** Follow-Up to William Slater – Approved and Response Sent
- h.** Follow-Up to Daniel Langer – Approved and Response Sent
- i.** Follow-Up to Elisha Hurley – Deferred and Response Sent
- j.** Follow-Up to Megan Salathe – Approved and Response Sent
- k.** Follow-Up to Elizabeth Walker – Approved and Response Sent
- l.** Follow-Up to Kristine Cleasby – Response Sent

### **New Business**

The Board discussed the Sample Supervision Log and proposed revisions to be made before posting to the website. Amy Parker will work on the revisions and have it posted once completed.

The Board tabled discussion on changes to application forms to further discuss at their upcoming work session. Additionally, Board members were asked to send proposed changes and suggestions for applications and checklist prior to the next meeting.

Carolyn Miller-Cooper initiated a discussion on the purpose of the language on the certificates. After brief discussion, the Board decided to look further into this during the discussion on application changes.

The Board discussed the upcoming work session and decided on a date. The Board would hold a special meeting on June 23, 2015 to further discuss proposed regulations, applications, forms, and other matters to be determined.

The Board discussed per diem for committee work. Gordon Slone gave further information to Mary Badami regarding this to clarify what was allowable and how the Board should proceed regarding this matter.

The Board received correspondence from Melanie McClish requesting Board Approved Supervisor status. Upon review, Marie Ruf motioned to approve Melanie McClish's request. Jane Prouty seconded the motion and it carried unanimously.

The Board received correspondence from Elisha Hurley requesting Board Approved Supervisor status. Upon review, Mary Ellen Yates motioned to approve Elisha Hurley's request. Jane Prouty seconded the motion and it carried unanimously.

The Board discussed the CLEAR membership fees due. Marie Ruf motioned to approve paying the fees for the upcoming year. Mary Ellen Yates seconded the motion and it carried unanimously.

The Board received correspondence from Robert O'Brien requesting inactive status. Mary Ellen Yates motioned to approve the request. Karen Westbrook seconded the motion and it carried unanimously.

The Board received correspondence from Marc Leibson with concerns and proposals. Jane Prouty motioned to send a response to Marc Leibson thanking him for his correspondence; however, it is beyond the purview of the Board. The Board recommends for him to continue with the ethical decision making model including clinical consultation with respected peers. Marie Ruf seconded the motion and it carried unanimously.

The Board discussed the upcoming AMFTRB election. After a brief conversation, Mary Badami offered to handle the nomination and the Board agreed.

The Board discussed purchasing something to thank the previous Board Administrator, Marcia Egbert, for her time and devotion to the Board. Karen Westbrook motioned to approve the purchase of a family charm or julep cup for Marcia Egbert. Mary Ellen Yates seconded the motion and it passed unanimously.

The Board initiated discussion on an Associate renewal application reviewed prior to the meeting for Margaret Searcy. The Board agreed with the decisions made by the Review Committee and would vote on during the application review discussion.

### **Complaints/Other Legal Matters**

- 2014-003 – Pending

- 2014-005 – Pending

- 2014-007 – The Complaints Committee requested authorization to make a formal complaint. Marie Ruf motioned to go into closed session to discuss the case further. Mary Ellen Yates seconded the motion and it carried. After discussion, Jane Prouty motioned to come out of closed session. Marie Ruf seconded the motion and it carried. Mary Ellen Yates seconded the Complaints Committee recommendation and it carried unanimously.

- 2015-001 – Pending

-2015-002 – Pending

### **Application Review**

Mary Ellen Yates motioned to approve all applications, renewals, audits, inactive status requests and Provider Applications as reviewed and approved by the Committees which met today. Marie Ruf seconded the motion and it carried unanimously.

Jane Prouty motioned to approve the ratifications of applications, renewals, audits and provider applications reviewed and issued following the last meeting and prior to this meeting. Mary Ellen Yates seconded the motion and it carried unanimously.

### **Associates:**

The following applications for Marriage and Family Therapy Associates were approved: *Laura Broadwater, Lori Croley, Joseph Milazzo*

The following applications for Marriage and Family Therapy Associates were deferred: *Niles Charlet, Nina R. Knight, Kimberly Snapp*

The following applications for Marriage and Family Therapy Associate were approved with provisions: *None*.

The following applications for Marriage and Family Therapy Associate were denied: *None*.

The following Plans of Supervisions for Marriage and Family Therapy Associates were approved: *Rachel Gilbert, Jennifer Hoertz, Vanessa N. Jones, Edith S. Mahaffey, Sandra Malone, Reagan E. Smith*

The following Renewals for Marriage and Family Therapy Associates were approved: *Chelsey Burnett, Cassandra Gray, Matthew Harris, Tamara James, Melanie Randolph, Lauren Ruedel, Katelyn Tippet, David Wilson*

The following Renewals for Marriage and Family Therapist Associate were deferred: *Susan Bione-Grevious, Rebekah Burke, Robin Goben, Samantha Graves, Carol Anne Jarboe, Erin Ness Roberts, Joyce Scherdin, David Wilkinson*

The following Renewals for Marriage and Family Therapist Associate were approved with provisions: *None*.

The following Renewals for Marriage and Family Therapy Associate were denied: *Margaret Searcy*

**LMFT:**

The following applications for Marriage and Family Therapist were approved: *Damon Cobble, Amy Beth Lockwood*

The following applications for Marriage and Family Therapist were deferred: *Kristyn Jackson*

The following applications for Marriage and Family Therapist were denied: *None*.

The following applications for Marriage and Family Therapist reinstatements were approved: *None*.

The following applications for Marriage and Family Therapist reinstatements were deferred: *None*.

The following Renewal Audits for Marriage and Family Therapists were approved: *Martha Kenney, Kelly Parker, Tommie Robertson, Charles Washam*

The following Renewal Audit for Marriage and Family Therapists were deferred: *Mark Denney, Laura Kehoe, Marc Leibson*

Continuing Education Applications were reviewed. They will be posted on the website as soon as possible at <http://mft.ky.gov> under Resources/Continuing Education.

**Status Report as of 5/26/2015**

- Active Licensee's for Marriage and Family therapist.....539
- Active Permits for Marriage and Family Therapy Associates.....144
- Total Active Licensees and Permits.....683
- Total Inactive Licensees.....11

**Exam Results** - None

The next meeting of the Marriage and Family Therapy Board has been scheduled for June 25, 2015 beginning 12:30 p.m. at 911 Leawood Drive, Frankfort, KY 40601. Committees will meet at 8:30 a.m.

Marie Ruf motioned that travel and per diem be paid to those who attended the regular Board Meeting on May 28, 2015. Mary Ellen Yates seconded the motion. The motion passed unanimously.

Marie Ruf motioned to adjourn, seconded by Mary Ellen Yates. The motion passed unanimously. Ms. Badami adjourned the meeting at 3:32 p.m.

Respectively Submitted:

Amy Parker,  
Board Administrator